



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, March 13, 2024

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

3. ADOPTION OF MINUTES

3.1. [24-246](#) Minutes of the January 31, 2024 and the minutes of the February 14, 2024 Capital Regional District Board meetings

Recommendation: That the minutes of the Capital Regional District Board meetings of January 31, 2024 and February 14, 2024 be adopted as circulated.

Attachments: [Minutes - January 31, 2024](#)
[Minutes - February 14, 2024](#)

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

6. CONSENT AGENDA

- 6.1. [24-196](#) Core Area Inflow & Infiltration Program - 2023 Summary
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Core Area Inflow & Infiltration Program - 2023 Summary](#)
[Appendix A: Core Area I&I Program 2023 Report](#)
[Appendix B: Key I&I Stats for the Core Area Municipalities and First Nations](#)
[Appendix C: Table Comparing Measured to Allocated Flows \(Bylaw 4304\)](#)
[Appendix D: Map Summarizing I&I in the CRD's Core Area](#)
- 6.2. [24-197](#) Core Area Wastewater Treatment Plant Odour Mitigation Strategy
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Core Area Wastewater Treatment Plant Odour Mitigation Strategy](#)
[Appendix A: Odour Investigation Action Plan](#)
- 6.3. [24-238](#) Union of British Columbia Municipalities Grant for Emergency Operations Centres Equipment and Training 2024 - Motion of Support
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board: That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness for the Emergency Operations Centres Equipment and Training Grant 2024 and direct staff to provide overall grant management.
(NWA)
- Attachments:** [Staff Report: UBCM Grant for EOCs Equipment & Training 2024](#)
[Appendix A: CEPF EOCs Equipment & Training Grant 2024 Application Form](#)
- 6.4. [24-128](#) Future Housing Priorities and Partnerships Framework
- Recommendation:** [At the February 14, 2024 CRD Board meeting, the recommendations presented in the staff report were carried. In addition, the following motion arising recommending referral to the Electoral Areas Committee was carried:
"That the Rural Housing Pilot Project Analysis and recommendations be referred to the Electoral Areas Committee for their review and possible recommendations to the Board"]
There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Future Housing Priorities & Partnerships Framework](#)
[Appendix A: Future Housing Priorities & Partnerships White Paper](#)
[Appendix B: Regional Housing: Acquisition Strategy](#)
[Appendix C: Rural Housing Pilot Project Analysis](#)
[Appendix D: Rural Housing Program Pilot \(2024\)](#)
[Presentation: CRD Regional Housing Acquisition Study](#)
[Presentation: Rural Housing Program Pilot Financial Analysis](#)

- 6.5. [24-096](#) Capital Regional District External Grants Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: CRD External Grants Update](#)
 [Appendix A: External Grants Dashboard](#)
 [Appendix B: Grant Alerts](#)
- 6.6. [24-097](#) Capital Regional District Investment Portfolio Holdings and Performance
Annual Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Investment Portfolio Holdings Update](#)
 [Appendix A: Investment Policy](#)
 [Appendix B: Market Analysis](#)
 [Appendix C: Invest Holdings & Performance](#)
 [Appendix D: MFAs Pooled Investment Products](#)
- 6.7. [24-132](#) Internal Controls Over Financial Reporting
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Internal Controls Over Financial Reporting](#)
- 6.8. [24-184](#) 2024 Provincial Budget Highlights
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: 2024 Provincial Budget Highlights](#)
 [Appendix A: 2024 Provincial Budget Highlights](#)
- 6.9. [24-220](#) Literature Review of E-bike and Micro-mobility Safety
- Recommendation:** [At the February 21, 2024 Transportation Committee, the following motion arising was carried:]
That the Transportation Committee recommends to the Capital Regional District Board:
That the CRD Board advocate to the provincial government to consider amending the Motor Vehicle Act to allow electric wheelchairs and mobility scooters, and micro mobility devices, to operate in a safe manner in designated bike lanes and/or routes.
(NWA)
- Attachments:** [Staff Report: Literature Review of E-bike & Micro-mobility Safety](#)
 [Appendix A: A Review of Micro-mobility Devices](#)
 [Appendix B: Micro-mobility Brief to the Traffic Safety Commission](#)

6.10. [24-162](#) Use of Rigid Bollards on CRD Regional Trails

Recommendation: [At the February 21, 2024 Transportation Committee, the following motion arising was carried:]
The Transportation Committee recommends to the Capital Regional District Board:
That the CRD Board direct staff to report back on the findings of the design phase of the Trestles and Trail widening project, including but not limited to interim options and implications regarding the use of rigid bollards and possible alternatives such as flexible bollards.
(NWA)

Attachments: [Staff Report: Use of Rigid Bollards on CRD Regional Trails](#)
 [Appendix A: Letter from District of Saanich \(January 18, 2024\)](#)
 [Appendix B: Letter from Town of View Royal \(January 18, 2024\)](#)

6.11. [24-032](#) Motion with Notice: Advocacy for Province-wide Trip Reduction Program
(Director Caradonna)

Recommendation: The Transportation Committee recommends to the Capital Regional District Board:
That the CRD echo Metro Vancouver's call for the BC Government to set up a province-wide trip reduction program, and that the Chair of the CRD Board send a letter to the Premier requesting the creation of and a timeline for the introduction of a trip reduction program.
(NWA)

Attachments: [Correspondence: Motion Re Advocacy Trip Reduction Program](#)

6.12. [24-260](#) 2024 Committee and External Membership Appointments - Update #2

Recommendation: That the Board receive for information the updated 2024 Committee and External Membership Appointments as attached.
(NWA)

Attachments: [2024 Board & Committee Membership Appointments](#)

7. ADMINISTRATION REPORTS

7.1. [24-157](#) Bylaw No. 4603: 2024 to 2028 Financial Plan Bylaw, 2024

- Recommendation:**
1. That Bylaw No. 4603, "2024 to 2028 Financial Plan Bylaw, 2024", be introduced and read a first, second and third time; and
(WA)
 2. That Bylaw No. 4603 be adopted.
(WA, 2/3rds on adoption)
 3. That the Staff Establishment Chart as attached in Appendix G be approved.
(WA)

- Attachments:**
- [Staff Report: Bylaw 4603 2024-28 Financial Plan](#)
 - [Presentation: CRD 2024 Financial Plan](#)
 - [Appendix A: 2024 Final vs 2023 Final Budgets](#)
 - [Appendix B: 2024 Operating Budget Overview](#)
 - [Appendix C: Drivers for Changes in Operating Budget](#)
 - [Appendix D: CRD 2024 Capital Budget Overview](#)
 - [Appendix E: CRD 2024 Major Projects > \\$500,000](#)
 - [Appendix F: Drivers for Changes in Capital Investment](#)
 - [Appendix G: CRD 2024 Staff Establishment Chart](#)
 - [Appendix H: Changes Operating Capital Reserve Forecasts](#)
 - [Appendix I: CRD 2024 Financial Indicators](#)
 - [Appendix J: Fin Plan Summaries Individual Muni EA Req](#)
 - [Appendix K: Public Input](#)
 - [Appendix L: Bylaw No.4603 Inclusive of Schedule AB](#)
 - [Appendix M: Operating Cost Summary by Service](#)
 - [Appendix N: 2024-28 Capital Project Listing by Service](#)
 - [Appendix O: EAC Final Budget Report](#)
 - [Appendix P: Requisition Participant-Impact Assess Values](#)
 - [Appendix Q: Part A](#)
 - [Appendix Q: Part B](#)
 - [Appendix Q: Part C](#)

7.2. [24-242](#) Biosolids Monthly Update - March

- Recommendation:** There is no recommendation. This report is for information only.

- Attachments:** [Staff Report: Biosolids Monthly Update - March](#)

7.3. [24-261](#) Bylaw No. 4605: Board Code of Conduct Bylaw No.1, 2024

- Recommendation:**
1. That Bylaw No. 4605, "Capital Regional District Board Code of Conduct Bylaw No. 1, 2024", be introduced and read a first, second and third time;
(NWA)
 2. That Bylaw No. 4605 be adopted;
(NWA, 2/3rds on adoption)
 3. That the Member Statement of Commitment attached as Appendix B be approved.
(NWA)

- Attachments:**
- [Staff Report: Adoption of the Board Code of Conduct Bylaw](#)
 - [Appendix A: Bylaw No. 4605](#)
 - [Appendix B: Member Statement of Commitment](#)

8. REPORTS OF COMMITTEES**Finance Committee****8.1.** [24-212](#) Bylaw No. 4588: Regional Parks Loan Authorization Bylaw No. 1, 2024

- Recommendation:**
- The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4588, "Regional Parks Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
(WA)
 2. That approval on behalf of the participating areas for Bylaw No. 4588 be obtained through the municipal and electoral area consent process, according to sections 346 and 347 of the Local Government Act, and if successful, that Bylaw No. 4588 be referred to the Inspector of Municipalities for approval.
(NWA)

- Attachments:**
- [Staff Report: Bylaw 4588 LA Regional Parks](#)
 - [Appendix A: Bylaw 4588](#)

9. BYLAWS**10. NOTICE(S) OF MOTION****11. NEW BUSINESS****12. MOTION TO CLOSE THE MEETING**

12.1. [24-250](#) Motion to Close the Meeting

- Recommendation:**
1. That the meeting be closed for Appointments in accordance with Section 90(1)(a) of the Community Charter. [1 item]
 2. That the meeting be closed for Labour Relations in accordance with Section (90)(1)(c) of the Community Charter. [1 item]
 3. That the meeting be closed for Litigation in accordance with Section 90(1)(g) of the Community Charter. [2 items]
 4. That the meeting be closed for Intergovernmental Relations under Section 90(2)(b) of the Community Charter. [2 items]

13. RISE AND REPORT

14. ADJOURNMENT

Voting Key:

NWA - Non-weighted vote of all Directors

NWP - Non-weighted vote of participants (as listed)

WA - Weighted vote of all Directors

WP - Weighted vote of participants (as listed)